



## Board of Trustees Finance Committee (BFC)

SBCCD Board Room, 114 S. Del Rosa Drive, San Bernardino CA 92408

### Meeting Minutes – August 8, 2019, 1:00 pm

**Members Present** – Gloria Macías Harrison, Don Singer, Elijah Gerard

**Members Absent** – Anne Viricel

**Other Trustees Present** – Frank Reyes, Joseph Williams

**Staff Present** – Bruce Baron, Jose Torres, Larry Strong, Diana Rodriguez, Kevin Horan, Scott Stark, Mike Strong, Steve Sutorus

#### I. Welcome & Introductions

Chairperson Harrison called the meeting to order at 12:59 pm.

#### II. Public Comment

There was no public comment.

#### III. Approval of Minutes from June 20, 2019

The approval of minutes was tabled since Chairperson Harrison was the only committee member currently present. (Trustee Singer and Student Trustee Gerard did not arrive until shortly after the start of the meeting.)

#### IV. Current Topics

##### A. Proposed Purchase of Swap Meet (SBVC President Rodriguez)

The meeting was turned over to President Rodriguez, who referred everyone to pages 6-8 of the meeting materials packet. After listening to the presentation, Chairperson Harrison confirmed that the campus is now requesting to explore purchase options due primarily to the needs for additional parking and 'swing space' during the upcoming construction program. Trustee Williams confirmed that the price presented is for acquisition only and Trustee Singer asked about the timeline. President Rodriguez stated her desire to bring a request to the September Board of Trustees meeting requesting authorization to perform due diligence and enter into negotiations to purchase. Executive Vice Chancellor Torres emphasized the importance of President Rodriguez's comments about the property being certified as a Qualified Opportunity Zone by the Federal government. This is an important distinction which can allow SBCCD to advocate for additional funding. Chairperson Harrison requested that staff develop an executive summary citing the needs of student parking and swing space.

## **B. Proposed Land Acquisition – Sand Canyon Parcel (CHC President Horan)**

President Horan addressed the committee regarding CHC's proposal to acquire a parcel of land adjacent to the campus. He, too, would like to bring a proposal to the full Board of Trustees in September seeking authority to perform due diligence and possibly begin negotiations. Chairperson Harrison recollected that development of this parcel has been under discussion for several years, and that there may have been report of a fault line in the property. President Horan was under the impression that the City of Yucaipa had not yet done a geological survey and advised that an environmental impact report would be part of the process.

Committee members discussed population trends and it was commented that this land acquisition is an opportunity that may not be available in the future. Chairperson Harrison asked about the funding and Executive Vice Chancellor Torres advised that Measure M funds would be used.

## **C. SBVC Technical Building Update (AECOM & Alma Strategies)**

AECOM's Cade McMullin addressed the committee on this topic, introducing his associate, Ray Loving, as well as Shaun Blalock from Alma Strategies. Mr. McMullin advised that an RFQP for architectural and engineering services for the SBVC Technical Building was issued July 30. Since SBCCD will be receiving State capital outlay funds for this project, there is a specific timeline that must be met. Start of construction is anticipated December 2020. Chairperson Harrison requested that the timeline reviewed in this presentation should be included in a report to the full Board of Trustees.

*(BFC adjourned at 1:53 pm to attend the Southern California Edison Partnership Event. The BFC reconvened at 2:19 pm.)*

Trustee Williams asked that staff work with him to visit the House of the Future in Irvine in order to see what technologies are available. He expressed his desire that SBCCD understand and incorporate these modern technologies into its construction program. He further requested that staff continue to investigate possible sources of corporate funding for the SBVC Technology Building. Executive Vice Chancellor Torres will work with Trustee Williams on these requests.

## **III. Approval of Minutes from June 20, 2019 (revisited)**

Trustee Singer made a motion to approve which Chairperson Harrison seconded. There was no discussion and the motion was passed with the following vote.

Ayes: Chairperson Harrison , Trustee Singer, Student Trustee Gerard  
Noes: None  
Abstentions: None  
Absent: Trustee Viricel

*(Trustee Reyes joined the meeting.)*

#### **IV. Current Topics** *(continued)*

##### **D. Mechanisms to Monitor Spending**

Executive Vice Chancellor Torres referred committee members to two mechanisms already in place through which the BOT can monitor spending – the Monthly Budget Expenditure Summary, pages 19-39 of the meeting materials, and the General Fund Cash Flow Analysis on pages 40-41 of the packet. Both items are submitted monthly in the Information section of the Board agenda.

Trustee Williams explained that this topic had been added to the BFC agenda due to a desire for the BOT to more actively review and discuss District expenditures. Chancellor Baron recommended that the BOT may want to move the standing items from the Information section to the Presentation section to raise awareness and promote discussion. Chairperson Harrison commented that the material could be presented in an executive summary with further detail provided if and when a trustee felt the need to review it.

It was commented that this needs to be discussed by the full Board of Trustees and feedback provided to staff. Trustee Singer mentioned that he appreciated the table on page 20. In reviewing that table, Chairperson Harrison expressed a desire to have a close out report of fiscal year 2018-19. Executive Vice Chancellor Torres advised he will include this as part of the material presented at the August 29 Study Session on the Final Budget.

##### **E. Cal-Card for Board Members (Steve Sutorus)**

Trustee Reyes stated his opinion that Cal-Cards be issued to trustees to facilitate ease of travel and the performance of duties for SBCCD. Chairperson Harrison mentioned her desire that a clear-cut set of do's and don'ts accompany any such issuance.

Business Manager Sutorus advised that he was seeking feedback from the BFC and appreciated the discussion. He further stated that the rules surrounding Cal-Card usage were well established and could easily be communicated to Board members. A Purchase Order needs to be in place prior to any expenditure of funds. Chairperson Harrison talked about restrictions such as no purchase of alcohol and the daily per diem limit. Student Trustee Gerard questioned if student trustees would receive a Cal-Card and voiced concern about possible alienation of low income citizens. Executive Vice Chancellor Torres reminded the group that everyone who travels for SBCCD can request an advance of up to 80% of anticipated expenses. Chancellor Baron will work with the full Board and will advise Business & Fiscal Services regarding which trustees have requested Cal-Cards.

#### **V. Updates** *(as necessary)*

Chairperson Harrison advised that, in the interest of time, updates would have to be discussed at a future meeting.

##### **A. Student Centered Funding Formula**

A quick conversation ensued about the need to discuss the State's decision to prioritize funding the Hold Harmless and COLA for all districts over the funding of districts that have met the new SCFF initiatives. SBCCD plans to join other area CBOs and CEOs that share

this concern and will, possibly, be traveling to Sacramento to discuss. It is estimated that Region 9, of which SBCCD is a part, is losing \$20 million in funding.

## **VI. Future Topics**

These topics were not discussed due to time.

## **VII. Adjournment**

The meeting adjourned at 3:00 pm. The next meeting is scheduled for September 12 at 2 pm in the Boardroom.